



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

April 14, 2004

RQ-2

Christopher J. Ward, Treasurer  
National Republican Congressional Committee  
320 First St.  
Washington, DC 20003

**Response Due Date:**  
**May 14, 2004**

Identification Number: C00075820

Reference: November Monthly (10/1/03-10/31/03) and December Monthly  
(11/1/03-11/30/03) Reports

Dear Mr. Ward:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

-Schedule A of your reports disclose an aggregate year-to-date total(s) for a contribution(s) received from several individuals which appear to be incorrect. Please amend your reports to provide the correct aggregate year-to-date total(s).

-Schedule A supporting Line 15 of your reports disclose a payment(s) from a federal candidate committee(s) for goods and/or services provided by your committee. 11 CFR §100.52(d)(1) states that "...the provision of any goods or services without charge or at a charge which is less than the usual and normal charge for such goods or services is a contribution." Examples of goods and services include equipment, supplies, personnel, membership lists and mailing lists. The term "usual and normal charge" for goods is defined as "...the price of those goods in the market from which they ordinarily would have been purchased at the time of the contribution". The usual and normal charge for services is defined as "...the hourly or piecework charge for the services at a commercially reasonable rate prevailing at the time the services were rendered." 11 CFR §100.52(d)(2)